

## NOTICE OF MEETING

### NPDES TECHNICAL ADVISORY COMMITTEE

May 12, 2008

**TUESDAY, May 20, 2008 - 10:00 A.M. TO NOON**  
**CARRIAGE HOUSE, HOLBROOK-PALMER PARK**  
**150 WATKINS AVENUE, AThERTON**  
(See location map on back)

Web Site: [www.flowstobay.org](http://www.flowstobay.org)

## AGENDA

1. INTRODUCTIONS, ANNOUNCEMENTS, MINUTES APPROVAL, AGENDA REVISIONS – MATT FABRY
2. PRESENTATIONS
  - A. STATUS OF REVISING THE DRAFT MUNICIPAL REGIONAL PERMIT – MATT FABRY/EVERYONE
  - B. **ACTION ITEM: REVIEW AND APPROVAL OF FY 2008/09 COUNTYWIDE PROGRAM BUDGET - MATT FABRY/EVERYONE\***
  - C. UPDATE ON GRANTS FOR GREEN SUSTAINABLE STREET AND PARKING LOT DEMONSTRATION PROJECTS – FRED JARVIS /EVERYONE
  - D. INFORMATION ABOUT STORMWATER LITIGATION IN SOUTHERN CA – FRED/EVERYONE
  - E. CALIFORNIA COASTAL COMMISSION, WATER BOARD, LOW IMPACT DEVELOPMENT WORKSHOP – FRED/EVERYONE
  - F. REGIONAL WATER QUALITY CONTROL BOARD REPORT – HABTE KIFLE
3. SUBCOMMITTEE REPORTS/
  - A. PUBLIC INFORMATION/PARTICIPATION – EVA JUSTIMBASTE
  - B. COMMERCIAL/INDUSTRIAL AND ILLICIT DISCHARGE – WARD DONNELLY
  - C. NEW DEVELOPMENT – MATT FABRY
  - D. MUNICIPAL GOVERNMENT MAINTENANCE ACTIVITIES – MICHAEL PETERSON
  - E. PARKS MAINTENANCE AND INTEGRATED PEST MANAGEMENT WORK GROUP – VERN BESSEY
  - F. WATERSHED ASSESSMENT AND MONITORING – FRANK MANDOLA
4. PUBLIC COMMENTS
5. ANNOUNCEMENTS
6. NEXT MEETING – Skip June 17?

#### FUTURE MEETINGS:

JUNE 17 @ Redwood City (if held)  
JULY 15 @ Menlo Park  
AUG 19 @ \_\_\_\_\_  
SEPT 16 @ \_\_\_\_\_

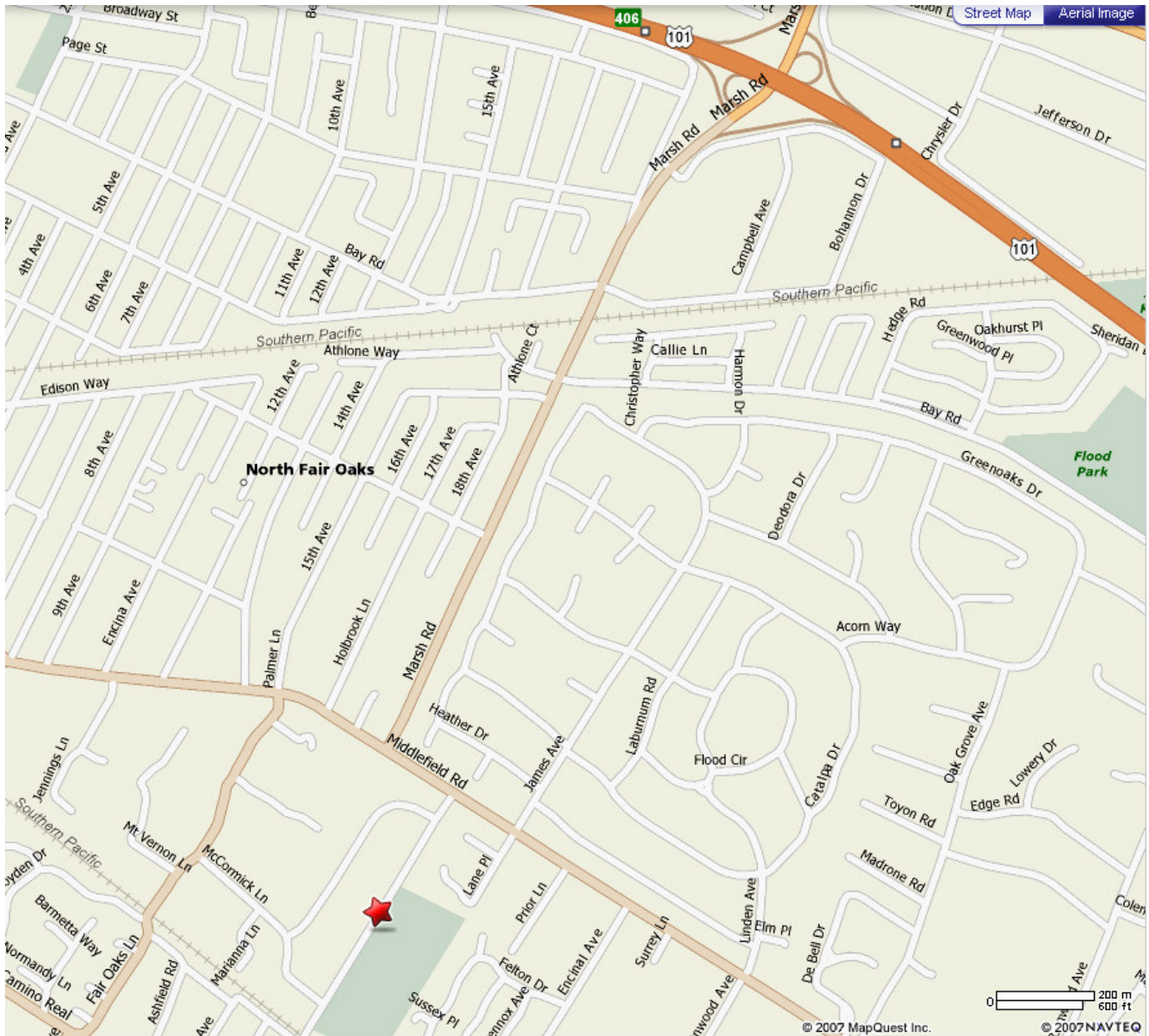
**\* ACTION ITEMS: IF YOU WISH TO MODIFY A REPORT, PLEASE COME PREPARED WITH SUGGESTED LANGUAGE FOR CONSIDERATION.**

Post by 5:00 P.M., Wednesday, May 14, 2008

**NOTE: Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Matthew Fabry at (415) 508-2134, five working days prior to the meeting date.**

Public records that relate to any item on the agenda for a regular NPDES Technical Advisory Committee (TAC) meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the TAC. The TAC has designated Brisbane's City Hall, located at 50 Park Place, Brisbane, for purpose of making those public records available for inspection. The documents are also available on the C/CAG Internet Web site, at the link for agendas for upcoming meetings. The website is located at: <http://www.ccag.ca.gov>.

# CARRIAGE HOUSE, HOLBROOK-PALMER PARK 150 WATKINS ROAD, ATHERTON



Directions from 101:

Take the Marsh Road exit West to Middlefield Road.

Make left at Middlefield and 1<sup>st</sup> Rt. On Watkins.

HP Park is 1<sup>st</sup> driveway on left (about 1/8 mile).

Carriage house is located in center of park next to water tower.

**NPDES TAC and Subcommittee Meeting Locations:**

- New Development – 1:30 to 3:30 pm, first Tuesday of every other month @ South San Francisco Water Quality Control Plant Administrative Building, 395 Belle Air Road
- Public Information/Participation – 10:00 am – noon, second Tuesday of every other month @ Redwood City Municipal Service Center Conference Room, 1400 Broadway
- Technical Advisory Committee – 10:00 am to noon, third Tuesday of each month, location varies
- Municipal Government Maintenance – Noon to 1:00 pm (\$10:00 lunch), fourth Wednesday quarterly: August, and October meetings will be held at Gellert Clubhouse, 50 Wembley Drive, Daly City
- Parks Maintenance and Integrated Pest Management Work Group – 1:30 to 3:00 pm, fourth Tuesday quarterly at San Mateo City Hall, 330 West 20<sup>th</sup> Avenue
- Commercial/Industrial/Illicit Discharge Control – 1:00 to 2:30 pm, second Thursday of every other month @ Millbrae Community Center Conference Room, 477 Lincoln Circle
- Watershed and Monitoring – 10:00 am to noon, second Tuesday of every other month @ South San Francisco Water Quality Control Plant Administrative Building, 395 Belle Air Road

Yellow highlight denotes recent change.

**San Mateo Countywide Water Pollution Prevention Program  
Proposed 2008-09 General Program Budget (Detail View)**

| Budget Categories                             | FY 2006/07<br>Actual | FY 2007/08<br>Actual | FY 2008/09<br>Proposed | Difference<br>(07/08 to 08/09) | Comments  |
|---|----------------------|----------------------|------------------------|--------------------------------|---|
| <b>Personnel Services</b>                     |                      |                      |                        |                                |   |
| Executive Director                            | \$25,000             | \$15,000             | \$25,000               | \$10,000                       | C/CAG Executive Director's time   |
| Program Coordinator                           | \$60,000             | \$60,000             | \$60,000               | \$0                            | Program Coordinator's time/expenses                                     |
| Member Agency Support/Distributions           | \$10,000             | \$10,000             | \$10,000               | \$0                            | County Fair, CRI Recycling, IPM conference, meeting support             |
| Administration/Office Expenses                |                      |                      | \$15,000               | \$15,000                       | Countywide Program's share of C/CAG administrative expenses             |
| Miscellaneous                                 | \$1,000              | \$1,000              | \$1,000                | \$0                            | Miscellaneous program costs not elsewhere classified                    |
| <i>Subtotal</i>                               | <i>\$96,000</i>      | <i>\$86,000</i>      | <i>\$111,000</i>       | <i>\$25,000</i>                |   |
| <b>Fees and Dues</b>                          |                      |                      |                        |                                |   |
| BASMAA Dues                                   | \$35,000             | \$36,000             | \$36,720               | \$720                          | Annual dues, based on population, 2% Increase                           |
| CASQA Dues                                    | \$0                  | \$7,500              | \$7,875                | \$375                          | Annual dues, based on program size, calendar year basis                 |
| Regional Monitoring Program                   | \$77,500             | \$80,500             | \$82,000               | \$1,500                        | Annual assessment, based on population, 2% increase                     |
| Clean Estuary Partnership                     | \$79,000             | \$80,000             | \$80,000               | \$0                            | Annual assessment, based on population                                  |
| Regional Ad Campaign                          | \$40,000             | \$40,000             | \$40,000               | \$0                            | Annual assessment, based on population                                  |
| <i>Subtotal</i>                               | <i>\$231,500</i>     | <i>\$244,000</i>     | <i>\$246,595</i>       | <i>\$2,595</i>                 |   |
| <b>Supplies and Other Charges</b>             |                      |                      |                        |                                |   |
| Publications                                  | \$10,000             | \$10,000             | \$10,000               | \$0                            | Printing & postage costs  |
| Conferences and Meetings                      | \$1,500              | \$1,500              | \$1,500                | \$0                            | Costs for program representation at regional meetings/conferences       |
| <i>Subtotal</i>                               | <i>\$11,500</i>      | <i>\$11,500</i>      | <i>\$11,500</i>        | <i>\$0</i>                     |   |
| <b>Additional Expenses</b>                    |                      |                      |                        |                                |   |
| Legislation/Lobbying                          |                      |                      | \$38,000               | \$38,000                       | Cost for C/CAG lobbyist for stormwater-related legislative issues       |
| Database Management                           | \$12,500             | \$0                  | \$0                    | \$0                            |   |
| EDS Consultant Work                           | \$13,000             | \$14,000             | \$14,000               | \$0                            | Cost for consultant to prepare annual tax roll assessments              |
| Controller's Fee @ \$0.30/APN                 | \$66,000             | \$66,000             | \$66,000               | \$0                            | Cost for County to process annual tax roll assessments, per parcel      |
| Community Grants                              | \$0                  | \$15,000             | \$15,000               | \$0                            | Amount distributed annually in community grants program                 |
| Misc. (litigation and permit renewal)         | \$75,000             | \$75,000             | \$75,000               | \$0                            | Placeholder for potential litigation and assistance with permit renewal |
| <i>Subtotal</i>                               | <i>\$166,500</i>     | <i>\$170,000</i>     | <i>\$208,000</i>       | <i>\$38,000</i>                |   |
| <b>Tasks in the SWMP</b>                      |                      |                      |                        |                                |   |
| 2.0 Municipal Maintenance                     | \$69,000             | \$69,000             | \$69,000               | \$0                            | Technical support for Stormwater Management Plan tasks (EOA)            |
| 3.0 Industrial and Illicit Discharge Controls | \$174,000            | \$174,000            | \$174,000              | \$0                            | Technical support for Stormwater Management Plan tasks (EOA)            |
| 4.0 Public Information and Participation      | \$285,000            | \$311,528            | \$311,320              | (\$208)                        | Technical support for Stormwater Management Plan tasks (SM Health)      |
| 5.0 New Development                           | \$186,000            | \$186,000            | \$186,000              | \$0                            | Technical support for Stormwater Management Plan tasks (EOA)            |
| 6.0 Watershed Assessment and Monitoring       | \$203,000            | \$203,000            | \$203,000              | \$0                            | Technical support for Stormwater Management Plan tasks (EOA)            |
| <i>Subtotal</i>                               | <i>\$917,000</i>     | <i>\$943,528</i>     | <i>\$943,320</i>       | <i>(\$208)</i>                 |   |
| <b>TOTAL BUDGET</b>                           | <b>\$1,422,500</b>   | <b>\$1,455,028</b>   | <b>\$1,520,415</b>     | <b>\$65,387</b>                |   |
| <b>REVENUE (Actual and Projected)</b>         |                      |                      |                        |                                |   |
| Property Tax Assessment                       | \$1,205,134          | \$1,332,839          | \$1,349,337            | \$16,498                       | Basic and Additional Fees from property tax assessments                 |
| Member Contribution (Not on tax roll)         | \$206,677            | \$102,155            | \$103,420              | \$1,264                        | Basic and Additional Fees from municipalities (not on tax rolls)        |
| Interest Income                               | \$40,000             | \$45,000             | \$45,000               | \$0                            | Approximate interest earnings on stormwater program fund balance        |
| <b>TOTAL REVENUE</b>                          | <b>\$1,451,811</b>   | <b>\$1,479,995</b>   | <b>\$1,497,757</b>     | <b>\$17,762</b>                |   |
| Difference (Revenue - Budget)                 | \$29,311             | \$24,967             | (\$22,658)             | (\$47,625)                     |   |

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## **New Development Subcommittee Report**

**Date:** April 1, 2008

In lieu of its regular meeting, the Subcommittee took a field trip to view stormwater treatment measures at two recent projects in San Francisco: Sunset Circle Parking Lot, and Old Mint Plaza.

### **Sunset Circle Parking Lot**

Rosey Jenks, of the San Francisco Public Utilities Commission staff, and Koa Pickering, of the San Francisco Department of Public Works, gave presentations at this site. The Sunset Circle Parking Lot is a 3.5-acre surface parking area at the intersection of Sunset Boulevard and Lake Merced Boulevard, along the east shore of Lake Merced, San Francisco's largest natural surface water body, which San Francisco's Natural Areas Program has deemed an area of significant habitat. This area is not connected to San Francisco's combined stormwater/wastewater sewer system. Before the project, runoff from the parking lot discharged directly to Lake Merced with no treatment.

There was no requirement to install stormwater treatment measures at this site; however, San Francisco has begun to prioritize low impact development (LID) techniques to reduce impacts of developed areas on water resources. This site was selected based on its direct discharge to Lake Merced, gentle slopes that are conducive to vegetated swales, available funding, and an opportunity to combine the LID improvements with San Francisco's planned relocation of a statue to the parking lot. LID features include vegetated swales that also function as parking islands, and a landscaped infiltration basin that features the relocated statue of Juan Bautista de Anza. Landscaping consists of native and drought-tolerant plants, which will require little or no irrigation once they are established. Treatment measures were sized for a 25-year storm; higher flows discharge to Lake Merced without treatment. High percolation rates of the native soil and a relatively low water table contributed to the feasibility of the infiltration basin. An interpretive sign explains the site's LID features and the benefits of LID.

### **Old Mint Plaza**

Ken Kortkamp, of Sherwood Design Engineers, gave the presentation at this site. The Old Mint Plaza was formerly a block of Jessie Street, adjacent to San Francisco's Old Mint Building, between Fifth Street and Mint Street. This is a transitional area between the upscale Westfield Mall (just east of the plaza) and a rough, economically depressed area west of the plaza. The plaza project was undertaken by a public-private partnership between the City and adjacent landowners, funded, in part, by a grant from San Francisco's Public Utilities Commission, and through tax mechanisms allowed by the State's Mello-Roos Act. The adjacent landowners viewed their investment in constructing and maintaining the plaza as a means of improving their property values.

Low impact development features at this site include pervious pavers, bioretention areas, and a subsurface infiltration gallery. Some runoff is directed to relatively small bioretention areas, which contain drought-tolerant plantings. Most of the runoff enters the subsurface infiltration gallery by way of a ½-inch-wide grate that runs down much of the length of the plaza, and some water seeps in between the unsealed pavers. The extremely narrow grate blends unobtrusively into the visual design of the pavers. Frequent, attentive maintenance prevents the grate from becoming clogged with trash and debris. Stormwater from frequent small storms is handled by the bioretention areas and infiltration gallery. A high-flow bypass directs stormwater from larger storms to the combined wastewater/stormwater sewer main in Fifth Street.

**Dates of Next Meetings:** New Development Workshop on May 8. Next regular meeting on June 3.

## **DRAFT CII Subcommittee Report**

**Meeting Date:** April 10, 2008

**Subcommittee Action:** Agree that the SMCWPPP's stormwater PowerPoint presentation prepared for restaurant workers as part of ServeSafe may be used as part of a Bay Area Pollution Prevention Group's presentation that Catherine Allin is helping to prepare. The material will be posted on the City of Millbrae's website and the Bay Area Pollution Prevention's website.

**Requested Technical Advisory Committee Action or Feedback/Guidance (if any):** None.

### **Other Information/Announcements:**

- **Kids in Creeks.** Eva Justimbaste and Catherine Allin will be attending the Watershed Project's Kids in Creeks workshop in Lafayette.
- **Bay Area Pollution Prevention Group.** The San Francisco Public Utilities Commission gave a great presentation about a four month pilot project to collect tallow for use as biodiesel fuel. The price of tallow varies from 30 cents to \$2.30/gallon depending on how clean the tallow is. One restaurant has worked out an arrangement where the tallow collection is used as payment for maintaining the grease interceptor.
- **Update on Municipal Regional Permit (MRP).** BASMAA met with Tom Mumley, the Water Board's Assistant Executive Officer, to determine its role in developing the next version of the MRP. Dale Bowyer mentioned at a recent workshop that the list of businesses contained in Provision C.4 is not a list of businesses that must be inspected annually, but a list that municipalities should consider when determining their inspection priorities. He also mentioned that the Enforcement Response Plan is intended to be a simple one-page document. Further, a municipality only needs to have one Enforcement Response Plan even though the draft MRP contains requirements for Enforcement Response Plans in three different sections of the permit.
- **Educational Outreach Work Group. Complaint about Car Washing at Auto Body Facilities.** Information about the complaint was discussed. One suggestion would be to work with auto body shops to develop signs that remind workers not to discharge washwaters to the storm drain. Some times autobody shops also do wet sanding outside. Dermot suggested that inspectors could take a picture to document an illicit discharge and send documentation information to him. He could send out a letter with a \$100 fine. One of the problems with taking enforcement is that municipalities are short handed.
- **Training Work Group Update.** The new website will be available in June. The website will address three main groups of users: residents, businesses, and municipalities. The orientation training will be held on May 21 at the Chetcuti Room in Millbrae. Each workshop attendee will receive a binder with orientation materials. These materials will also be added to SMCWPPP's website. The training work group is also working to adapt the Alameda Countywide Clean Water Program's booklet of BMPs for general businesses.
- **Fats Oils and Grease.** A restaurant was found with grease washwaters being directed to the street. Suggestions were to check the grease collection manifests, issue a Notice of Violation, and work with county staff and the Department of Fish and Game.

**Subcommittee Work That Affects Other Subcommittees:** The May 21 orientation training.

**Next Steps:** None.

**Next Meeting Date:** June 19, 2008 at 1:00 pm and the Training Work Group will meet on the same date at noon.



**Parks Maintenance & IPM Work Group Meeting Summary**  
City of San Mateo City Hall

**Meeting Date:** April 29, 2008

**Subcommittee Action:** None.

**Requested Technical Advisory Committee Action or Feedback/Guidance (if any):** None

**Other Information/Announcements:**

- **Review of February Workshop.** The workshop was well received, although the attendance was lower than in some previous years. Work group members noted the following:
  1. The workshop topics were broad and interesting.
  2. Attendance at future workshops could be increased by doing more outreach.
  3. The questions and answer interaction with County Agricultural Department staff was particularly informative and useful.
- **Municipal Regional Stormwater Permit.** The goal is to redraft the permit to be flexible while providing accountability. BASMAA representatives will be meeting with the Water Board's Assistant Executive Officer to work on a framework for the PIP and construction inspection sections that could be used as a model for other sections. The schedule for revising the permit is:
  1. Water Board staff is reviewing the written and oral testimony from the March 11 public hearing and will be preparing responses to the comments in May.
  2. A couple of issue focused work groups, one for trash, will be convened.
  3. A large public stakeholder meeting will be held around mid-July.
  4. A revised draft of the permit will be released for public comment in August.
  5. The permit is currently scheduled for adoption on October 8.
- **Sustainable Green Streets and Parking Lots.** An update of this project was provided. There are multiple benefits to these types of projects, such as reducing the amount of runoff will lessen the need for maintenance of the storm drain infrastructure.
- **Use of Recycled Materials in Parks.** The city of San Mateo staff has helped its Parks Department find benches, picnic tables, trash containers, and play ground material that are made from recycled material. It is useful to have a history of using recycled material when one is applying for grant funds. Several cities are using extruded plastic lumber instead of redwood because of its durability, and the quality of the plastic has improved. Recycled lumber and lumber made from downed street trees was also discussed. There is a wood salvage operation in East Palo Alto that could build benches from recycled wood. There is a facility that burns old artificial sports turf as fuel.
- **Restrictions on Pesticide Use Near Salmonid Waterways.** Possible restrictions on the use of pre-emergents along the bay front trail was discussed. There is a 60-foot buffer required for backpack sprayer equipment and 150-foot buffer for a machine sprayer. County Agriculture originally distributed a list of chemicals whose use is restricted near salmonids waterways, but this list is old. There are a number of bulletins about all of the endangered species and their locations.
- **Future Meeting Topics.** City of San Mateo's supervising ranger will discuss their park ranger program, and more information about spray restrictions will be covered.

**Subcommittee Work That Affects Other Subcommittees:** None

**Next Steps:** Confirm speakers for August meeting.

**Next Meeting Date:** mid to late August